The Shared Learning Trust

THE CHALK HILLS ACADEMY

Senior Science Technician

Do you have experience working in a Laboratory?
Do you know how to safely set up science equipment and store chemicals?
Would you like to work in a successful and well equipped £30 million state of the art Academy?
If you have answered yes to these questions, The Chalk Hills Academy would love to hear from you!

The Chalk Hills Academy are currently recruiting for an experienced Senior Science Technician to join our innovative Science Department. Science is a subject where you can really captivate students' attention with various exciting experiments and interactive lessons. We have fantastic facilities dedicated to Science with modern, fully equipped labs and we are looking to appoint someone who will ensure the provision of high quality and timely services to support the delivery of the science curriculum.

The successful candidate will:

- Have demonstrable experience of working in a laboratory
- Some experience of working in a school environment
- Demonstrable knowledge of Health and Safety as it applies in the storage and use of chemicals
- Be able to spend much of the working day standing and making use of equipment and other materials
- Hold a good level of literacy and numeracy skills
- Be able to give clear and concise instructions and guidance to others and able to supervise and direct the work of others

Job specifics:

- **Start date:** January 2018
- **Salary:** L4 - £16,814 (term time only prorated salary)
- **Job Role:** Permanent
- **Hours:** Full time, term time only (39 weeks pa), 37 hours a week

Why work for Chalk Hills Academy?

- £30 million state of the art building with well-equipped classrooms in an Ofsted rated 'Good' school
- You'll be working alongside a collaborative, forward thinking Principal and Senior Leadership Team who are here to support and develop you
- Excellent opportunities to develop and grow in a successful and expanding Academy
- Freshly brewed coffee for staff on arrival to the academy every morning
- Employee of the month scheme winning shopping vouchers
- Fantastic staff benefits that make a difference to your work life balance

Here's what Ofsted have to say: *"The purposeful and caring leadership of the Principal and SLT have created a strong academy identity and a positive ethos shared by all members of the community. The strength of leadership is recognised without exception by the academy's staff. Students' behaviour is good, the atmosphere in lessons is calm and studious and attitudes to learning are routinely positive as students want to learn. Students are hugely proud of their academy, they wear their blazers and ties smartly, do not drop litter and look after the modern, purpose-built site impeccably. They stand without instruction when any adult enters a classroom."*

Meet the lovely Science Department:



Visits to the Academy are warmly welcomed, please contact Gayle Elliott, PA to the Principal on 01582 601 221.

*'We believe in the safeguarding and welfare of children and expect **all** staff to share this view'.*

The Academy is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post including checks with past employers and the Disclosure and Barring Service. We are an equal opportunities employer.

HOW TO APPLY

Closing Date: Wednesday 22nd November at 12pm **Interviews:** W/C 27th November 2017

The Trust reserves the right to interview and appoint a suitable candidate before the deadline date.

Please read the information in this pack. If you decide to apply, please apply online via our career site on www.thesharedlearningtrust.careers.eteach.com.

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THE CHALK HILLS ACADEMY

INFORMATION FOR APPLICANTS:
Senior Science Technician







WELCOME TO THE SHARED LEARNING TRUST FROM THE CHIEF EXECUTIVE, CATHY BARR



The Shared Learning Trust has appointed Cathy Barr as its new Chief Executive Officer. Cathy is already part of the Shared Learning Trust's family of schools, having been Principal of the Stockwood Park Academy in Luton for the last five years. The Shared Learning Trust is a stand-alone multi academy trust, which runs a family of four schools based in Bedfordshire: Stockwood Park Academy, the Chalk Hills Academy, the Linden Academy and the Vale Academy. Cathy grew up locally, in Harpenden, and went to school in St Albans. She has almost 25 years' teaching experience under her belt, qualifying in 1993 and joining the team at Stockwood Park (then the Barnfield South Academy) in 2009.

Cathy said of her appointment: "I am thrilled to have been appointed CEO of the Shared Learning Trust. I care passionately about the students we teach and will do all I can to ensure each and every child, from the age of two to 18, gets the best possible care and education in our academies." I am conscious that this may be your first contact with our Academy Trust and first impressions are very important. I hope what you read; coupled with anything else you discover about us, inspires you to apply for this post.

– *We recruit people for attitude and train for skills*

We aim to recruit outstanding people who have the right attitude. If you have a love for teaching and are passionate about seeing children succeed, we would love to hear from you!

Recruiting the right teachers and staff help us to achieve the goals we set for our children. We are always keen to hear from educators who are passionate about working for the schools and communities we serve. We would rather make no appointment than appoint someone who does not share the same positive ethos that runs through our Academies. For this reason, we try to articulate clearly our vision, values and expectations when putting together information for applicants.

We aim to recruit staff who:

- are excited by their role and by the prospect of working with young people, even those who are less well motivated;
- love the processes of learning and teaching and are keen to continually develop their own skills;
- recognise that teaching can be a demanding job but react positively to those demands rather than complaining;
- will subscribe to the ethos of the Trust and ‘go the extra mile’ in terms of time and commitment to get the very best from our young people;
- see break duty as an opportunity to talk to children;
- are quick to praise and slow to criticise; and are not afraid to admit to seeing themselves as potential leaders of the future.

WELCOME TO THE CHALK HILLS ACADEMY FROM THE PRINCIPAL, LOUISE LEE



Dear Applicant,

It is a privilege and an honour to lead Chalk Hills Academy.

Our students are extremely motivated, and have an exceptional desire to achieve and behave impeccably.

Our staff are highly qualified and work tirelessly in the pursuit of world class progress for all of our students.

The facilities at Chalk Hills Academy are state of the art, providing students with the opportunity to develop their interests and skills in a wide range of areas.

In 2016 our students achieved 60% A*-C English & mathematics, which was a fantastic achievement for our young people.

As an Academy within the Shared Learning Trust, we believe our key aim is to give every child the best possible opportunity to flourish and develop into decent, disciplined, well-educated and employable adults.

Learning is clearly at the heart of all we do.

'It is the supreme art of the teacher to awaken joy in creative expression and knowledge.' - Albert Einstein

I am delighted to extend a warm welcome to you.

Best wishes,

Louise Lee

THE TRUST

The Shared Learning Trust is a stand-alone multi academy trust, which runs a family of four schools based in Bedfordshire:

- The Chalk Hills Academy, Luton, age 11-18, judged 'Good' by Ofsted
- The Stockwood Park Academy, Luton, ages 11-18, judged 'Good' by Ofsted
- The Sixth Form, Luton, age 16-19, judged 'Good' by Ofsted (A part of both Chalk Hills and Stockwood)
- The Linden Academy, Luton, age 4-11, judged 'Good' by Ofsted
- The Vale Academy, Dunstable, age 4-13, judged 'Good' by Ofsted

Our Academies are supported in their work by our Teaching School, based at The Chalk Hills Academy. The structure of our family of schools means that we can be with a child every step of the way, from teaching them to tie their shoe laces right through to congratulating them on their university place or their first job.

Our Trust is vibrant and friendly, supported by 3 state-of-the-art buildings. It is a learning environment where all students have the opportunity to be high achievers, make good friends, contribute to their community and take part in a wide range of extra-curricular activities.

VISION & VALUES – 'Strive, Achieve, Believe'

At The Shared Learning Trust, we provide opportunities for all our students and adults to be aspirational and develop a passion and excitement for learning. Working with our communities, we ensure all students are able to achieve beyond their targets to reach the success they deserve. Our students develop a strong self-belief so that they flourish and develop into well-rounded, self-respecting young people.

Our commitment to our vision can be seen through:

- Our academies working together to provide more opportunities for all students and staff
- A focus on the development of our staff with opportunities for clear and dynamic career progression and high quality recruitment and retention.
- Strong Trust approaches to our key issues, for example; teaching, assessment, attendance and curriculum development.
- Partnerships with schools outside of our Trust to maximise opportunities for all.
- Close working and communication with our families and local community.
- Care for our families beyond the school day.
- Excellent lessons and learning incorporating effective use of new technologies.
- An interesting yet challenging curriculum.
- 16-19 provision, which ensures progression, routes for all.
- A Cross-Trust focus on high achievement and high standards.
- Ensuring that every child in our Trust reaches their full potential by providing exciting opportunities both inside and outside of the classroom.
- Exemplary behaviour and conduct at all times.
- A can-do attitude across the Trust that fosters belief and high expectation.
- Ensuring no opportunities are missed.

ABOUT THE CHALK HILLS ACADEMY

Providing the very best education for all our students is the simple goal for The Chalk Hills Academy. Whilst firmly rooted in traditional values, we have made our Academy a vibrant and exciting place with a positive ethos that runs throughout the Academy. We want our children to flourish and develop into decent, disciplined, well-educated and employable adults.

We have an innovative curriculum, which makes the transition from primary to secondary education an enriching and enjoyable experience and enables students to follow a personalised route to success. Our students are achieving the highest standards in the classroom, on the sports field and among the community.

Our state of the art building which we moved into in February 2011 offers cutting edge facilities that are benefiting students even further. Our hardworking and motivated staff are providing outstanding lessons and are given the best possible support. We work closely with parents and carers, encouraging their children to achieve and ensuring that excellent progress is made.

With the rigorous use of data, constant assessment of student progress and quality assurance methods, together, we are achieving more than we ever thought possible. We instantly respond if students experience difficulties. Dialogue with teachers is encouraged as a framework for students to develop ideas, ask questions think about their learning.







OFSTED at The Chalk Hills Academy



Leadership and Management: 'GOOD'

- The purposeful and caring leadership of the Principal and the senior team have created a strong academy identity and a positive ethos shared by all members of the community. The strength of leadership is recognised without exception by the academy's staff. The atmosphere created allows teachers to teach effectively and students to learn well.

Behaviour and Safety of Students: 'GOOD'

- The behaviour of the students is good. Students are calm and orderly when moving between lessons and at breaks and lunchtimes. They are unfailingly polite and courteous to staff and each other. The atmosphere in lessons is calm and studious, attitude to learning are routinely positive as students want to learn and these characteristics have a strong impact on their progress.

Quality of Teaching: 'GOOD'

- Teachers help create positive learning environments in their classrooms. Constructive, trusting relationships have been developed throughout the academy and teachers and students share an expectation that learning will begin as soon as each lesson starts. Students are confident to engage actively in lessons and feel safe to venture answers to questions and make mistakes. Teachers are committed to improving their own skills and they regularly take advantage of the high quality professional development opportunities available at the academy. This has enabled continuous improvement in the quality of teaching.

Achievement of Pupils: 'GOOD'

- The proportion of students that attain five or more good GCSE passes including English and mathematics is higher than the national level. When compared to other schools nationally the progress made between Key Stage 2 and Key Stage 4 at the academy overall is extremely high. Most ability groups make very strong progress and finish Key Stage 4 with standards of attainment which are above average.

CPD and Training: Our Teaching Trust – We invest in you!

All four Academies at The Shared Learning Trust are a part of our Teaching Trust, which is held at The Chalk Hills Academy. We aim to offer exceptional teacher training and high quality professional development programmes to new and experienced staff to support them in excelling in their career.

Our programmes are facilitated by experienced school leaders, who have exemplary records in leadership and improving outcomes for their students. We are able to cater for specific requests and can offer custom-made support packages that focus on the quality of teaching and learning, curriculum development and aspects of Leadership and Management.

We currently offer 'The National Award for Middle Leaders', 'The Outstanding Teacher Programme', 'The Improving Teacher Programme' and 'The National Professional Qualification for Senior Leadership'. As Chalk Hills Academy is part of a Multi-Academy Trust, there are fantastic opportunities to climb the career ladder. The Shared Learning Trust are a firm believer in helping all staff reach their full potential and developing their career within our Academies. If you are willing and wanting, we will do all we can to put you on the relevant courses and give you the right opportunities so you can keep achieving more in your career. If there isn't a current opportunity at The Chalk Hills Academy for promotion, there will be opportunities to move to one of our partner Academies.

Job Description

Job Title: Senior Technician – Science

Responsible to: Head of Science

Grade: L4

PURPOSE OF POST: To ensure the provision of high quality and timely services to support the delivery of the science curriculum; this includes the allocation of work to and supervision of the work of technicians.

ORGANISATION CHART:

Director of Science

|

Senior Technician

|

Science Technicians

Principal Responsibilities:

1. Direct and support the work of the science technicians in order to ensure that the class teacher is able to deliver the planned science curriculum. Participate in the recruitment, induction, appraisal and on going training of the science technicians. Take initial corrective action in the event of under performance.
2. Ensure the provision and setting up of all equipment, chemicals and specimens for practical sessions and examinations including constructing, setting up and dismantling equipment as required.
3. Advise and support teaching staff in the safe and proper use of equipment and contribute to demonstrations as required.
4. Carry out minor repairs to equipment and arrange for more complex repairs to be carried out by suppliers/ external organisations
5. Ensure that the laboratories and equipment are kept in a clean, safe and tidy condition at all times and that all chemicals and equipment are stored and used in accordance with Health and Safety legislation and good practice.
6. Monitor and control supplies of stock and inform the head of department when further supplies are needed. Check goods delivered against orders and carry out inventory checks on a regular basis.
7. Ensure the safe disposal of harmful chemicals and biological specimens and that standard solution and other agents are maintained in laboratories.
8. Ensure that plants and animals are cared for appropriately.
9. Maintain science database, accurately input all pupil data and ensure that filing and resource systems are kept up to date.

DIMENSIONS:

Supervisory Management: Science technicians 1-2, 3-4, 5+

Financial Resources: None

Physical Resources: Range of scientific apparatus and chemicals etc

CONTEXT: All support staff are part of a whole school team. They are required to support the values and ethos of the school and school priorities as defined in the School Improvement Plan. This will mean focussing on the needs of colleagues, parents and pupils and being flexible in a busy pressurised environment.

Physical Effort: Daily movement of pieces of apparatus (up to 1kg in weight)

Working Environment: Consistently working with chemicals which, if handled incorrectly could be hazardous to health.

Because of the nature of this job, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. Therefore, it is essential in making your application you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders 1974 (Exemptions) (Amendments) Order 1986. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act, and, in the event of the employment being taken up, any failure to disclose such convictions will result in dismissal or disciplinary action by the Authority. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

Person Specification

This acts as the selection criteria and gives an outline of the type of person and the characteristics required to do the job.

Essential: without which candidate would be rejected
Desirable: useful for choosing between two good candidates

Please make sure, when completing your application form, you give clear examples of how you meet the essential and desirable criteria.				
Attributes	Essential	How Measured	Desirable	How Measured
Experience	Demonstrable experience of working in a laboratory Some experience of working in a school environment	1,2 1,2	Some experience of supervising others	1,2
Skills / Abilities	Literacy skills – able to read and understand science based instructions and maintain	1,2		

	records Numeracy skills – to be able to take accurate measurements and weights Able to plan and organise own work and the work of others to meet tight deadlines Able to give clear and concise instructions and guidance to others Able to maintain high standards of accuracy in all tasks Able to supervise and direct the work of others	1,2 1,2 1,2 1,2 1,2,		
Equality Issues	Able to identify and act upon common forms of discrimination	1,2		
Specialist Knowledge	Demonstrable knowledge of health and safety as it applies in the storage and use of chemicals	1,2	Demonstrable knowledge of technical aspects of the science curriculum at KS3 and KS4	1,2,5
Education and Training	Willingness to undertake further work related training	1,2		
Other requirements	Able to spend much of the working day standing and making use of equipment and other materials	1,2		

(1 = Application Form 2 = Interview 3 = Test 4 = Proof of Qualification 5 = Practical Exercise)

We will consider any reasonable adjustments under the terms of the Disability Discrimination Act (1995), to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post.

The postholder will ensure that school policies are reflected in all aspects of his/her work, in particular those relating to;

(i) Equal Opportunities
(ii) Health and Safety
(iii) Data Protection Act (1984 & 1998)
(iv) Code of Conduct

'The School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.